Iowa Department of Natural Resources

Leading Iowans in caring for our natural resources

Iowa Environmental Application System (EASY) Air

Strategic Goals Program Workshop

March 23, 2021

iowa EASYAir

System User Guide

Public Inquiry Portal: Search for Applications and Permits Submitted in EASY Air

Welcome to Iowa EASY Air, the Iowa DNR Environmental Application System for Air.

In Iowa EASY Air you can:

- Search for Active Applications, Issued Construction and Title V Operating Permits, and Permits seeking public comment through the Public Inquire Portal (link above);
- Establish a user account to manage and monitor your current and historical submittals;
- Apply for air construction permits, permit modifications, registrations, determinations, pre-applications, and template permits online;
- Apply for Title V operating permits, modifications, and pre-applications online;
- Pay permit application fees and invoices (except for the annual Title V emissions fee);
- Submit Start of Construction and Start of Operation forms.
- Iowa EASY Air does not replace SLEIS for emissions inventory submittals.

Getting Started Before you begin your online application answer these four "EASY" questions:

- ✓ Does your facility exist in Iowa EASY Air?
  If this is a new facility or you don't see your existing facility, fill out the Iowa EASY Air Facility Number & Name Change Form and email the form to easyair_fn@dnr.iowa.gov to get started.
- ✓ Do you have a Responsible Official (RO) User Account in Iowa EASY Air?
  Only a facility RO can submit applications in the system. ROs may use the preferred e-Verify option through EASY Air to create their account or can submit a paper Electronic Signature Agreement (ESA) and email the form to easyair@dnr.iowa.gov.
- ✓ Will someone other than the RO be completing the application in Iowa EASY Air?

Add Website to Bookmarks

Facility/Public Login

User name
mstein

Password
••••••••••

Login

Create a new account

Forgot your login user name or password?

Release Date: December 11, 2019
Version: 4.0019.1211.32624

GovOnline uses Adobe Reader for some online document viewing. Please click the following link to install Adobe Reader Plug-in software.

Get ADOBE READER

EASY Air Website is secured by

Thank you for Support!

Why Use EASY Air?

- Simplified application process for less experienced applicants with a more current, intuitive system

- Faster turnaround time for issuing permits

- Improved customer interaction with DNR
  - Online payments
  - Efficient tracking
  - Operating permits can use information already provided during construction permit application and vice versa
    - Prepopulated with data from SLEIS & SPARS as of November 7, 2019

- Starting January 1, 2020, a nominal charge for data entry of paper applications is added to Title V and major construction permit invoices. Please refer to the FAQ on the eAirServices web page for more information.

Construction Permit Usage Rates

12 month rolling total ending March 1:

Format Used	Construction Total	Construction Major	Construction Minor
EASY Air	72%	85%	52%
Paper	28%	15%	48%

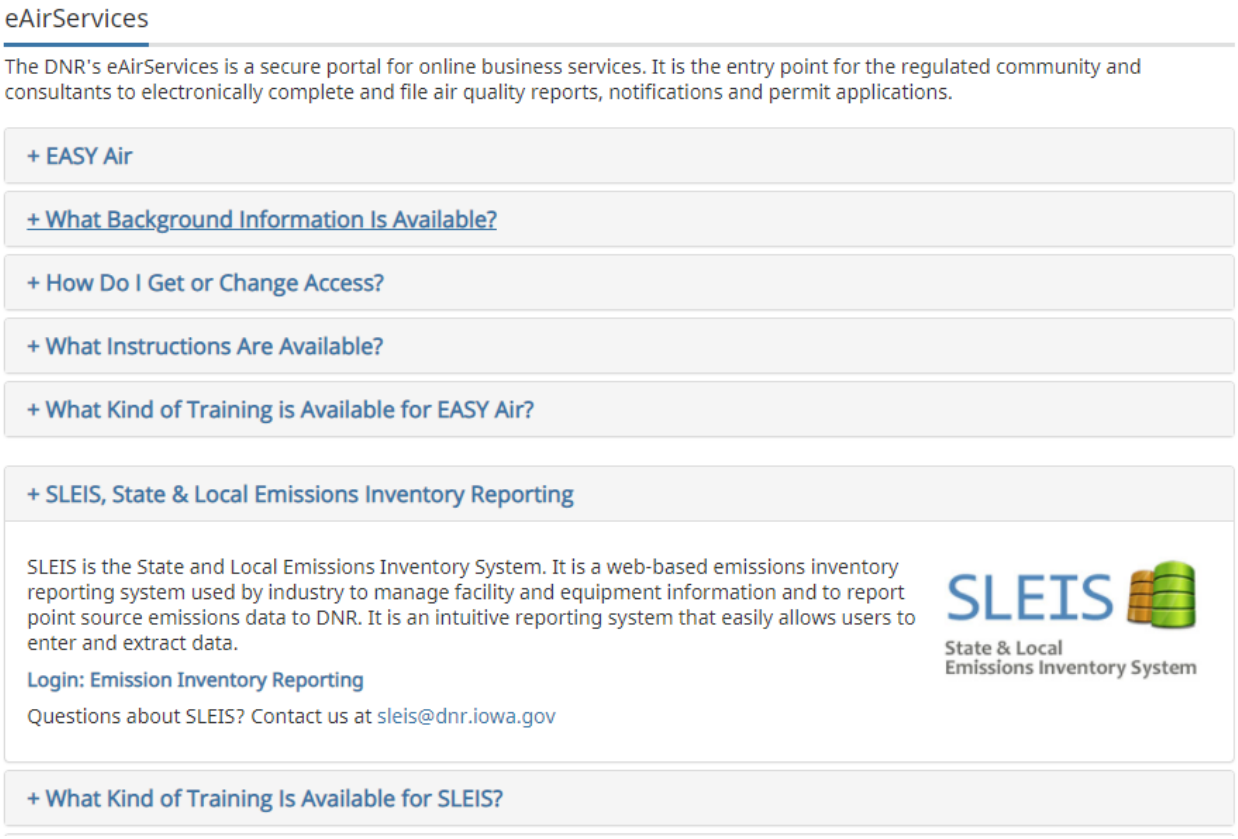
Title V Usage Rates

12 month rolling total ending March 1:

Format Used	Title V Total	Initials & Renewals	Minor & Significant Modifications
EASY Air	58%	79%	33%
Paper	42%	21%	67%

What if I have questions while using EASY Air?

- Instructions, User Guides, FAQs are posted on the eAirServices web page:



What if I have questions while using EASY Air?

- Your first point of contact should be the EASY Air Help Desk

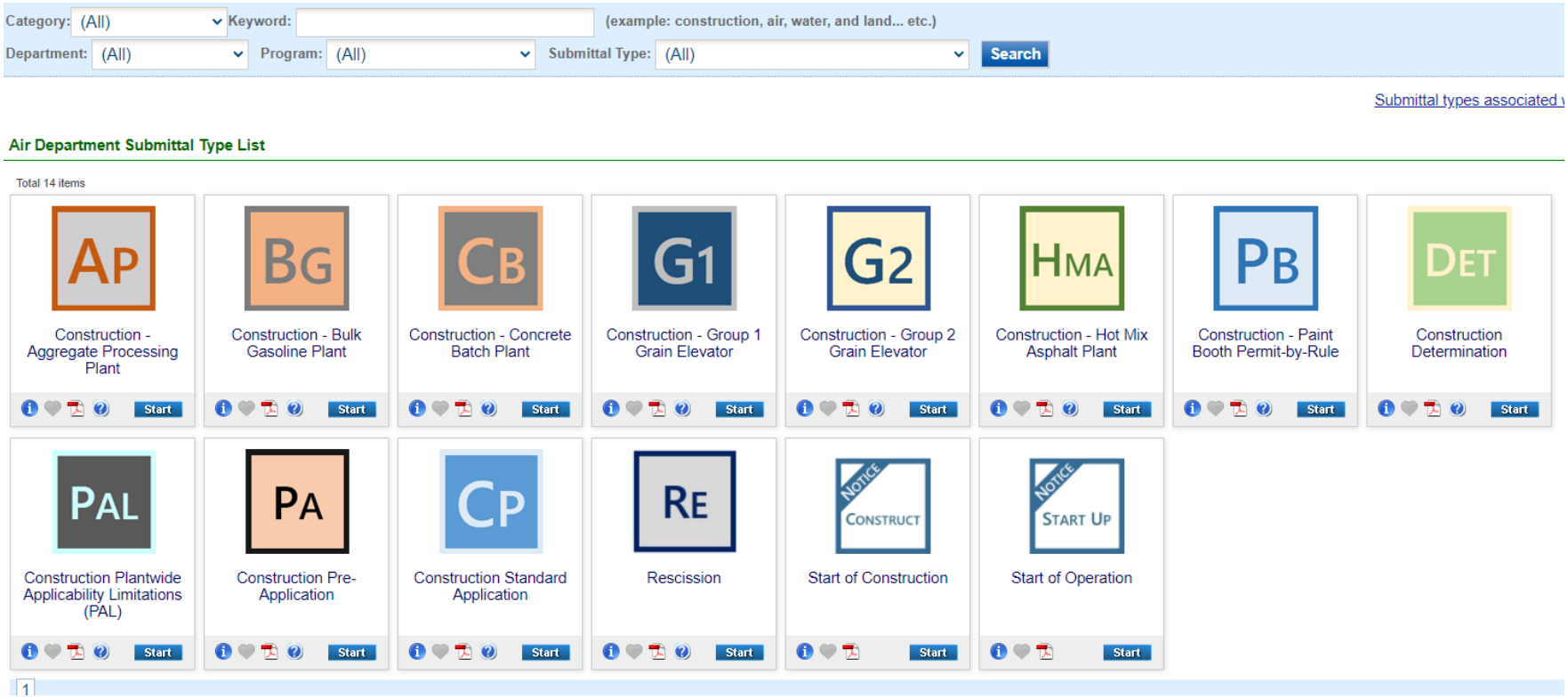
  Iowa EASY Air Help Desk
  easyair@dnr.iowa.gov
  Kevin Connolly – 515-725-9569
  Jason Dowie – 515-204-3749

- The EASY Air Help Desk staff will transfer questions to the Construction Permit Hotline or Title V staff as necessary

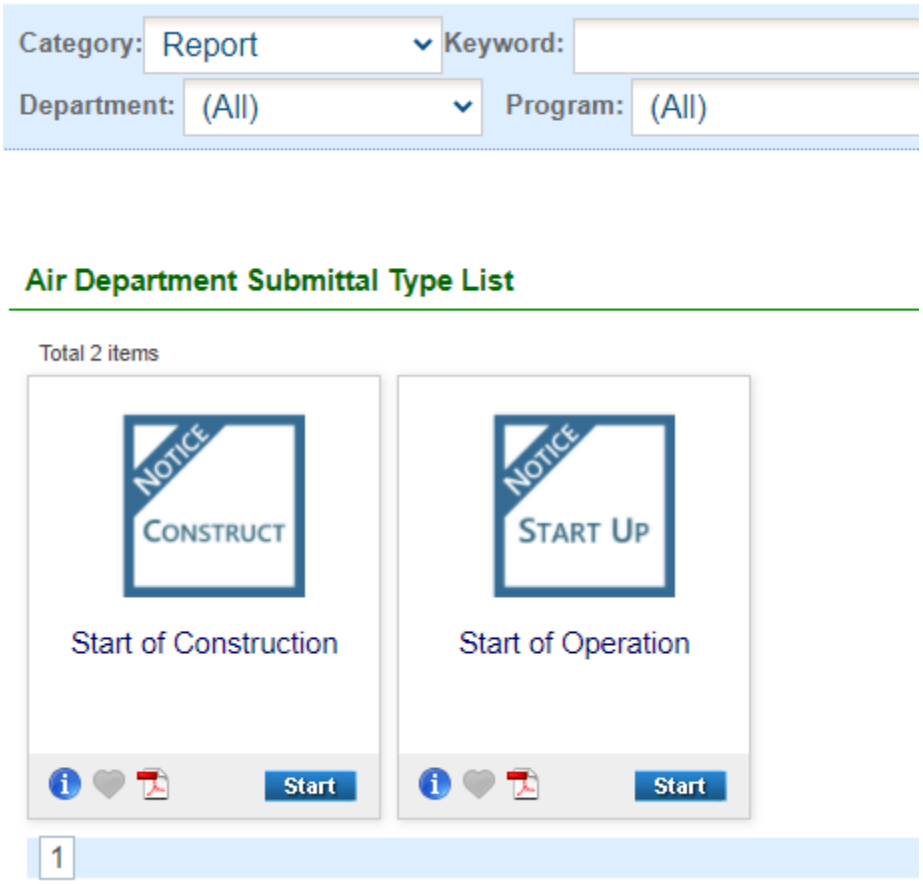
New Features in EASY Air

- Start of Construction & Start of Operation Notices
- Construction Permit Rescissions
- EASY Air Facility Equipment Deactivation Form
- Improvements to public inquiry portal and permit search
- Future enhancements? ***send us your suggestions***

Start of Construction & Start of Operation Notices



Start of Construction & Start of Operation Notices



Start of Construction & Start of Operation Notices

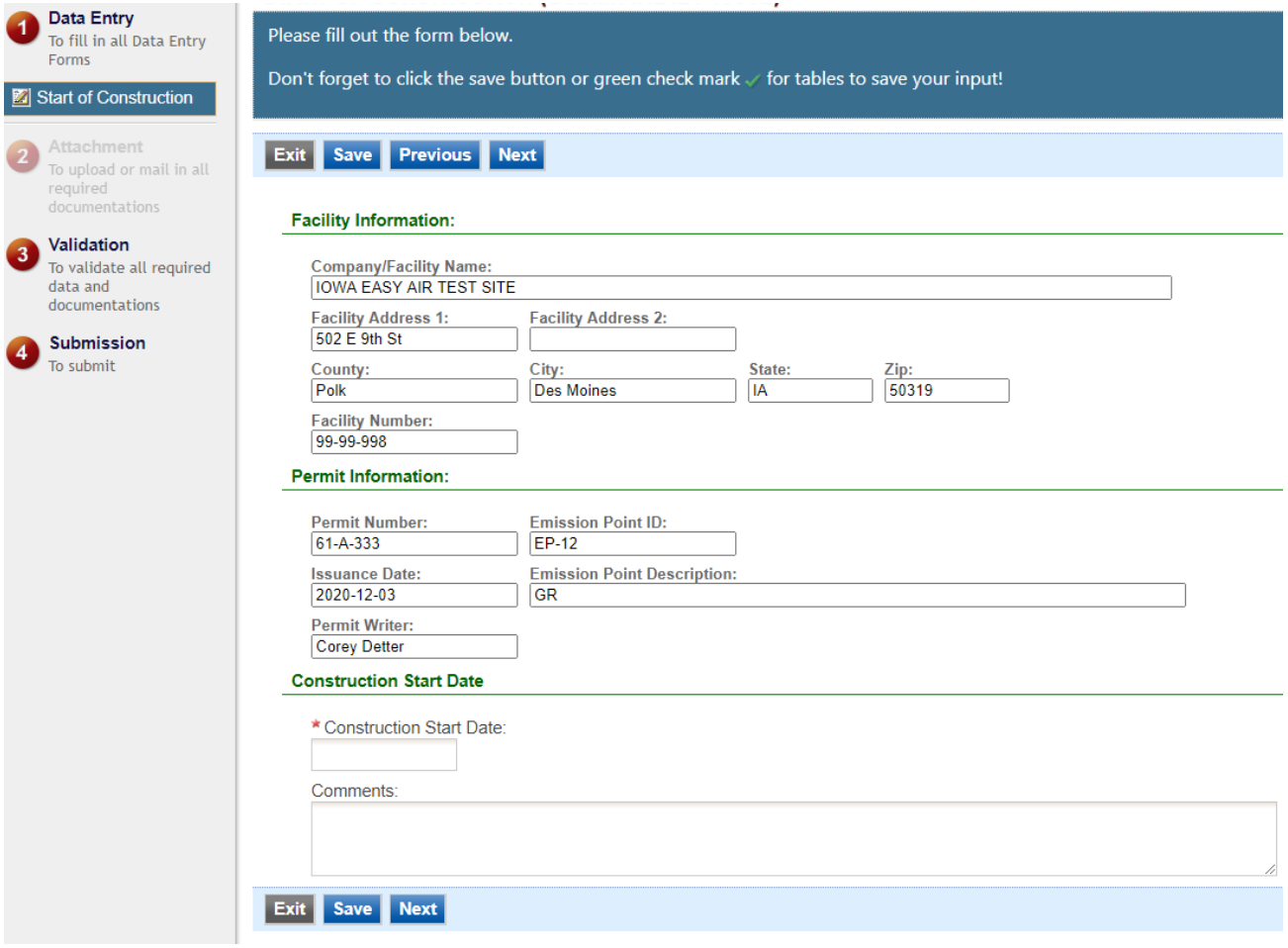
Online Entry	Excel	Reporting Requirement	Facility Name	Form Type	Report Frequency	Monitoring Period	Due Date	Status
		Req. ID: **69** Department Type: AIR Program Type: Construction Application Type: Start of Construction PermitNo.: **20-A-001-S1**	IOWA EASY AIR TEST SITE		Once	11/30/2020 ~		New
		Req. ID: **71** Department Type: AIR Program Type: Construction Application Type: Start of Construction PermitNo.: **61-A-333**	IOWA EASY AIR TEST SITE		Once	12/02/2020 ~		New

Reporting Options

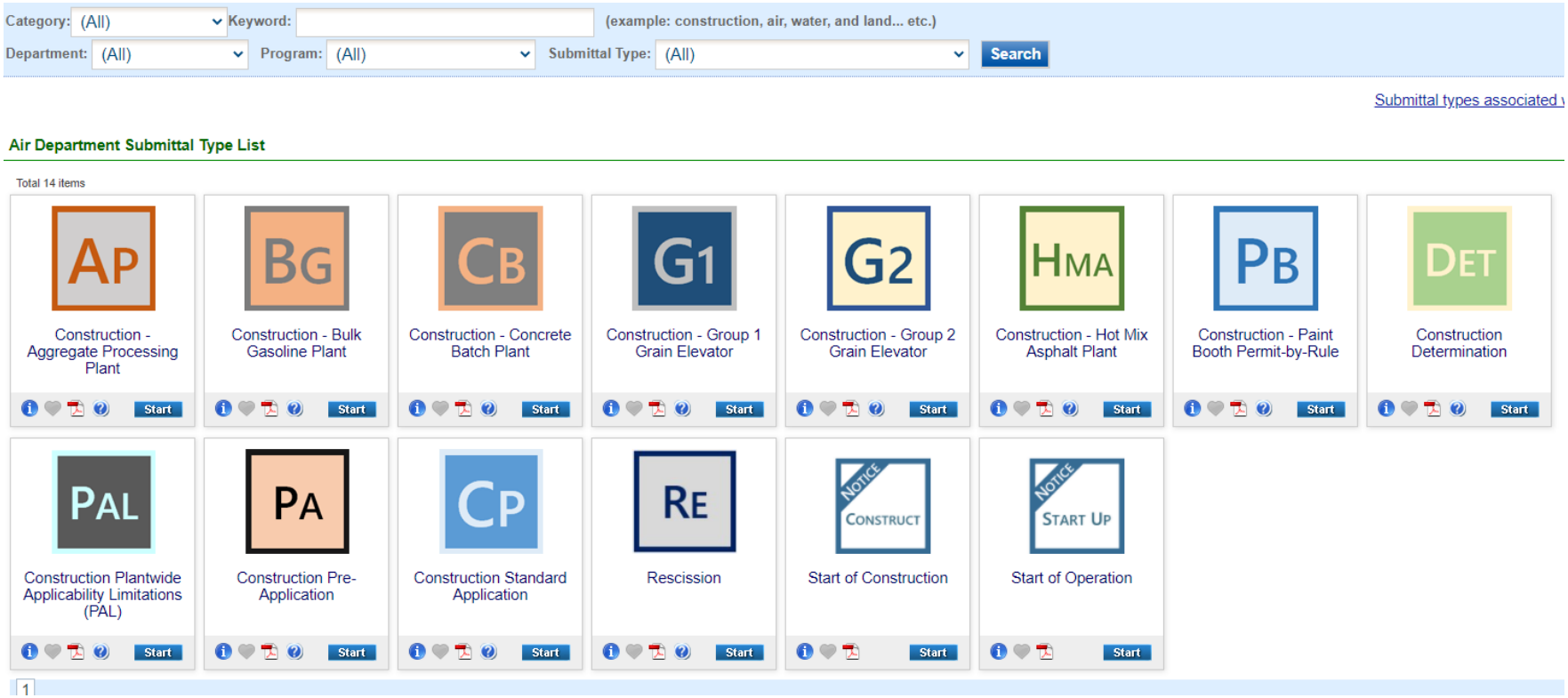
- (•) Online Entry Form
- ( ) Copy and Paste a Report

Exit Continue

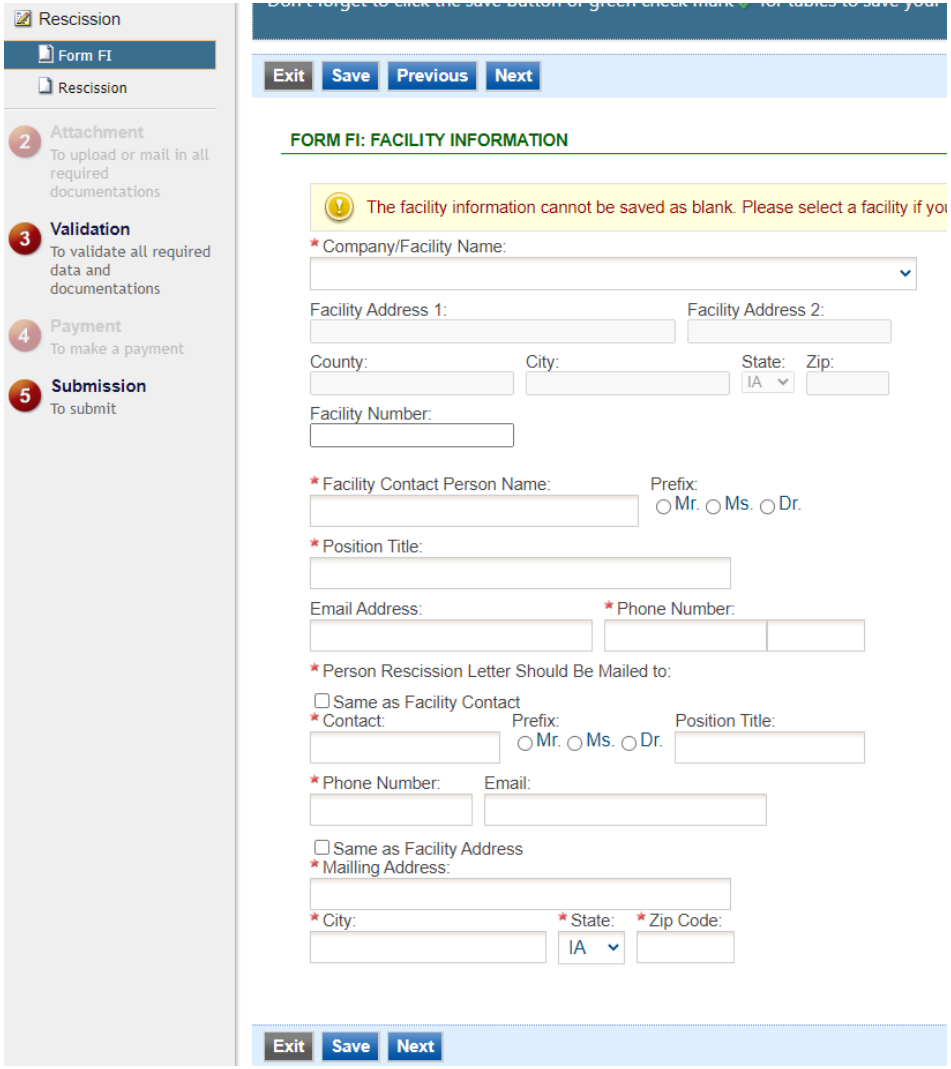
Start of Construction & Start of Operation Notices



Rescission Application



Rescission Application



Rescission Application

Rescission

*Would you like to provide a Request for Rescission Letter as an attachment?

○ Yes ○ No

	EP ID/ Emission Point Name	Permit Number	PSD Permit?

Add New Record

Reason for Rescission

If you would like to deactivate the equipment in the permit(s) being rescinded in EASY Air, please fill out the EASY Air Facility Equipment Deactivation Form and attach the form on the attachment page of this application.

Exit Save Previous Next

EASY Air Deactivation Form

1) Facility Information

*Facility Name: _____ *Facility Number: _____

2) Deactivated Emission Point Identification Information — Enter EP Permit # (If Applicable)

EP ID	Operation End Date	Description	EP Permit #

3) Deactivated Control Equipment Identification Information — Enter EP Permit # (If Applicable)

CE ID	Operation End Date	Description	EP Permit #

4) Deactivated Emission Unit Identification Information — Enter EP Permit # (If Applicable)

EU ID	Operation End Date	Description	EP Permit #

5) Comments – Add additional information regarding Equipment Deactivation

6) Requestor's Contact Information and Date

Name: _____ **Date:** _____

Email: _____ **Phone:** _____

Public Inquiry Portal

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- ✓ Will someone other than the RO be completing the application in Iowa EASY Air?
  ROs can designate others to complete the application by granting access to their facility. The Preparer designated by the RO must first create their account in Iowa EASY Air.
- ✓ Have you previously used SLEIS, Iowa DNR's emissions inventory reporting system?
  If you have used SLEIS you already have an account in Iowa EASY Air. To activate your account click on the "**Forgot your login user name or password?**" link under the login button and follow the directions to have a temporary password e-mailed to you.

Need Assistance If you need assistance please visit our eAirServices website for useful guides and FAQs or contact the Iowa EASY Air Help Desk at:

easyair@dnr.iowa.gov
Kevin Connolly – 515-725-9569
Jason Dowie – 515-725-9523

Add Website to Bookmarks

Facility/Public Login

User name
advorak

Password
••••••••••

Login

Create a new account

Forgot your login user name or password?

Release Date: December 11, 2019
Version: 4.0019.1211.32624

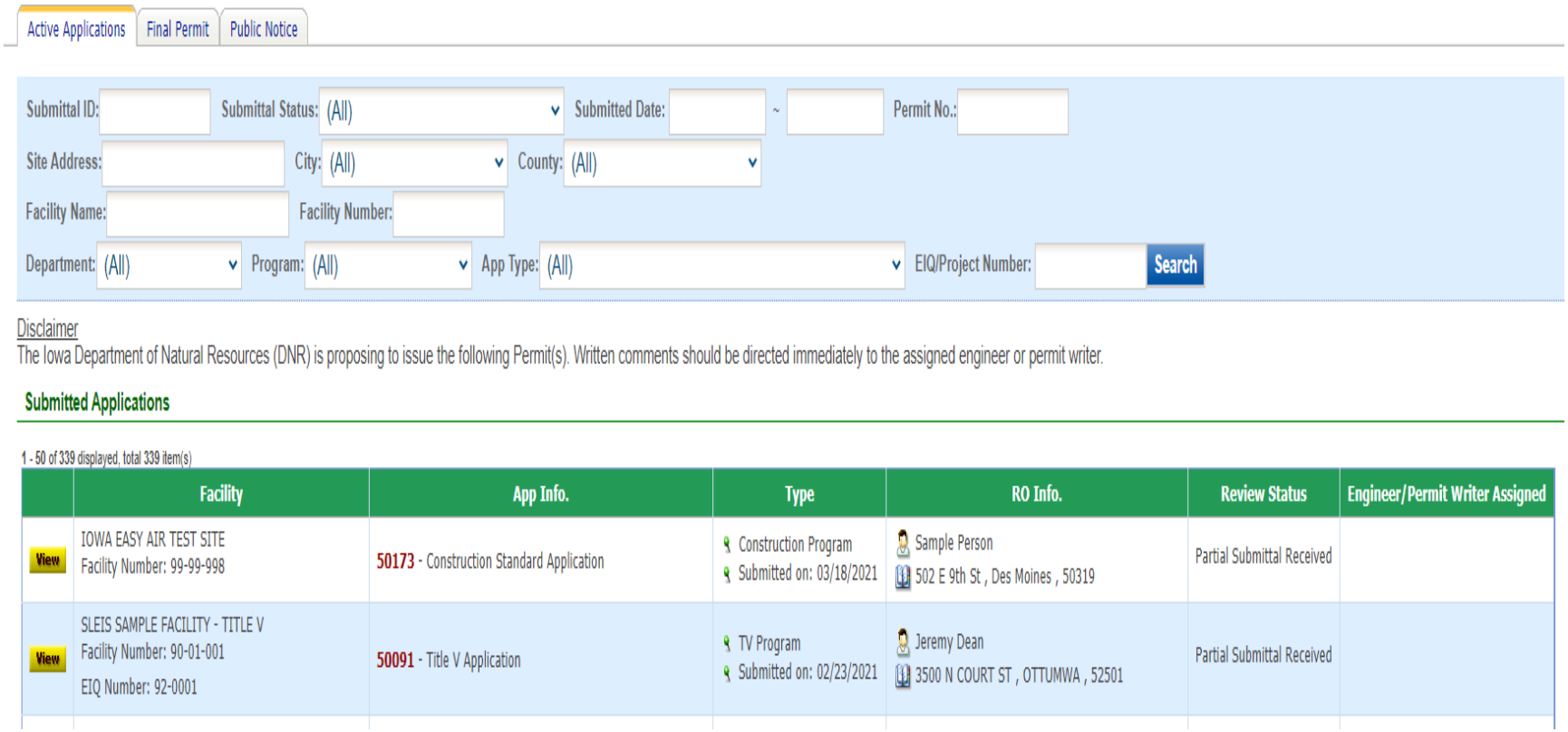
GovOnline uses Adobe Reader for some online document viewing. Please click the following link to install Adobe Reader Plug-in software.

Get ADOBE READER

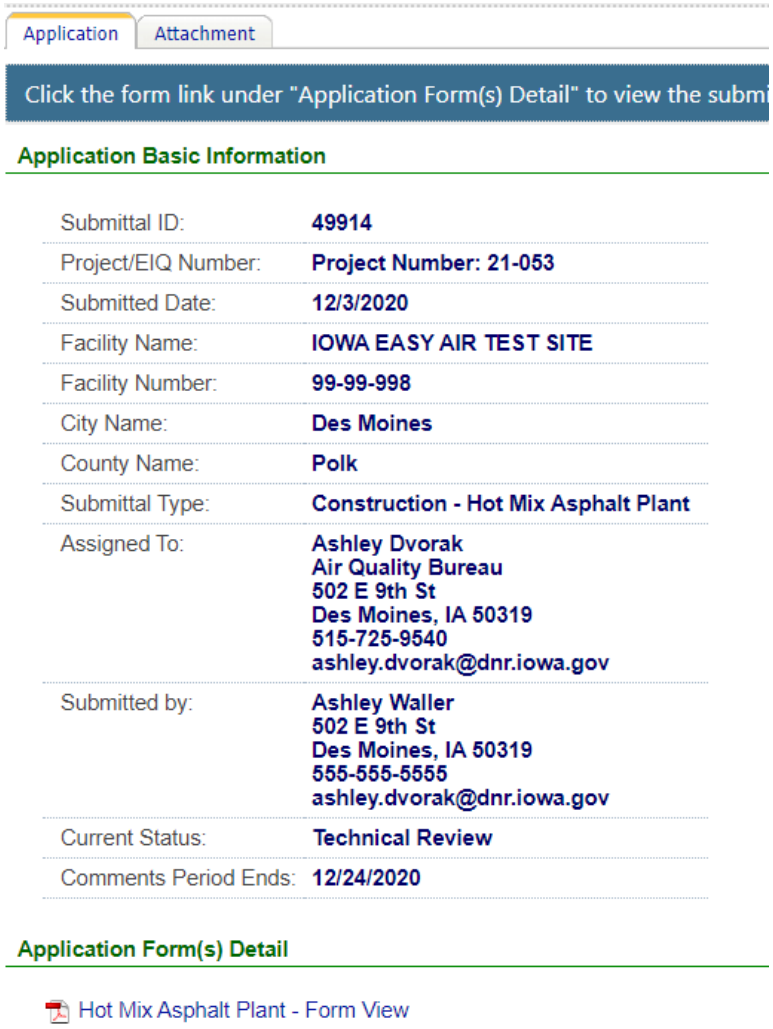
EASY Air Website is secured by

SecureTrust Trusted Commerce CLICK TO VALIDATE

Active Applications Tab



Viewing Submitted Application



Public Notice Tab

Active Applications | Final Permit | Public Notice

Disclaimer

Please see the Public Participation page on the Iowa DNR website for more information on making public comments.

Title V Program

No items found.

Construction Program

1 - 1 of 1 displayed, total 1 item(s)

	Facility Name	Facility Number	County	City	Submittal ID	Submittal Type	Project/EIQ Number	Date Public Comment Period Ends	Project Type
View	IOWA EASY AIR TEST SITE	99-99-998	Polk	Des Moines	50133	Construction Standard Application	48-226	04/05/2021	Prevention of Significance Deterioration (PSD)

Viewing Public Notice

Submittal ID:	**50133**
Submittal Name:	**Construction Standard Application**
Project/EIQ Number:	**Project Number: 48-226**
Submitted Date:	**2/26/2021**
Facility Name:	**IOWA EASY AIR TEST SITE**
Facility Number:	**99-99-998**
City Name:	**Des Moines**
County Name:	**Polk**
Submittal Type:	**Construction Standard Application**
Project Type:	**Prevention of Significance Deterioration (PSD)**
Comments Period Ends:	**04/05/2021**

Public Comment Contact Information

Please Make Comments. Comments must be received prior to the comment period end date

Ashley Dvorak
Air Quality Bureau
502 E 9th St
Des Moines, IA 50319
515-725-9540
ashley.dvorak@dnr.iowa.gov

Public Comment Documents

Document Type:

1 - 3 of 3 displayed, total 3 item(s)

Document Name	Document Type	Document Description
21-083_coverletter.pdf	Cover Letter	
Start of Construction.pdf	Engineering Evaluation	
21-A-122_ConcreteBatch.pdf	Draft Permit	

Application Form(s) Detail

- Facility Information - Form View
- Cover Page - Form View
- Emission Point - Form View
- Control Equipment - Form View

Final Permits Tab

Active Applications | Final Permit | Public Notice

Submittal ID: Permit No.: Issued Date: ~

Street Address: City: (All) County: (All)

Facility Name: ADM Facility Number: PSD Only:

Department: (All) Program: (All) App Type: (All) Search

Disclaimer

This may not be a complete list of current permits. New permits are issued daily. Permits issued prior to 2000 may not have been imaged yet. The images linked from this page are not actual permits. They are renditions of the actual permit. Some errors may have been introduced in imaging the actual permit. Please refer to either the printed permits or Document DNA at https://www.iowadnr.gov/Environmental-Protection/Air-Quality/Public-Records-Air-Quality as the official copies of the permits. These images cannot legally be cited as offic or authoritative permit versions. No results returned for this query, permits for this facility may still exist. Please check our Document DNA above, or our Records Center.

Group 1 Registration Only

Country grain elevators, country grain terminal elevators or grain terminal elevators are classified as Group 1 facilities in 567 IAC 22.10(455B) if the potential to emit of the facility is less than 15 tons of PM10 per year.

Permit Search Result

1 - 50 of 717 displayed, total 717 item(s)

	Facility Name	Facility No.	County	City	Submittal ID	Permit No.	Project/EIQ Number	Emission Point	Emission Point Description	Permit Issued Date	Rescission Date	Historical Permit Link
	ADM CLINTON CORN PROCESSING	23-01-006-01	Clinton	CLINTON	48602	06-A-043-S5	Project Number: 20-044	236-07	FEED/FIBER AND GLUTEN DEWATERING EQUIPMENT	02/18/2020		
	ADM CLINTON CORN PROCESSING	23-01-006-01	Clinton	CLINTON	48627	08-A-524-S2	Project Number: 19-419	86-2	SCRUBBER FAN - 1ST PASS LOUISVILLE DRYER	01/21/2020		
	ADM CLINTON CORN PROCESSING	23-01-006-01	Clinton	CLINTON		02-A-810-S5		43-1	MR VENT SCRUBBER EXHAUST	09/10/2019		View
	ADM CLINTON CORN PROCESSING	23-01-006-01	Clinton	CLINTON		96-A-722-S4		78-1	MULTIPLE EMISSION UNITS MR 1-3 EVAPORATOR	09/10/2019		View

Tips and Tricks

- Prepare for an EASY Air application the same way as for a paper application: gather information and attachments, prepare calculations, have calculator handy, contact permit helpline with questions.

- If you apply using Easy Air, you do not need to submit a paper copy with it as an attachment.

- EASY Air Help Line – easyair@dnr.iowa.gov or 515-725-9569 or 515-204-3749 for those questions related to accessing EASY Air and software problems

- Construction Permit Help Line – 1-877-AIR-IOWA (1-877-247-4692) for those questions related to completing application forms

- Minor Sources – pay fee electronically (using Credit Card or eCheck option) to allow us to expeditiously log in your application and get it ready for engineer review.

Tips and Tricks

- Write down your submittal ID number when starting a new application.
- Follow the steps in the Wizard in completing forms.
- Don’t forget to click the save button or green check mark for tables to save your input.
- Remember to check the box “Include in Submittal” for each EP, CE, and EU that is part of the application.
- For a modification, check all forms already in the EA system for completeness. Don’t assume that they are complete.
- SAVE YOUR WORK, SAVE YOUR WORK, SAVE YOUR WORK.

Tips and Tricks

- PE signature document – don't forget to attach
- CAP means: **C**riteria **A**ir **P**ollutant
- You must fill out a complete form for each emission point, control device and emission unit in the application.
- On the Control Equipment Form, you must list each air pollutant controlled by the control device. Click on "Associate Controlled Pollutant" to search for the air pollutants. Searching by pollutant type (e.g. CAP, HAP, OTH) is generally the best way to find pollutants.
- There are specific emission unit forms for: boilers, IC engines, paint booths, and cooling towers. Be sure to use these and not the miscellaneous form.
- Attach a flow diagram for any process (However, often not needed for certain equipment: e.g. boilers, engines, paint booths, etc.).

Title V Modification Tips

- The Application Description is very important for Modifications. Please use this to describe the changes that are being requested as part of each Modification Application
- Remember to use the “Include in Submittal” check box to limit data to just what you are modifying
- Review each form to make sure you are only submitting information pertinent to the modification request
- General Requirements section is no longer required for modifications.

Questions?

https://www.iowadnr.gov/Environmental-Protection/Air-Quality/eAirServices

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Jeremy Arndt
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515-725-9525

Iowa EASY Air Help Desk
easyair@dnr.iowa.gov
Kevin Connolly – 515-725-9569
Jason Dowie – 515-725-9523

Ashley Dvorak
Environmental Engineer
ashley.dvorak@dnr.iowa.gov
515-725-9540